Remarks from site on the 'Requisition by Site Report' of purchase division

Company:	Silver Oak Villas part-III	Date:	03-09-2022
Site:	Silver Oak Villas part-III	Prepared by:	K.Tulasi Rani
Report From / To	26-08-2022 to 03-09-2022(fri to sat)	Approved by:	K Purshotham
Report Date	03-09-2022		

List of requisitions numbers missing in the report*:

List of requisitions where PO/WO not prepared 3 working days after requisition:

Req No.	Req Date	Serial no of item in Req	Item Description	Reason for not preparing PO/WO#
184555	29-08-22	1-6	GI U Clamps & Nut& Washer	
184556	29-08-22	1-9	PVC Plumbing Material	
184564	30-08-22	1-6	UPVC Windows	

List of requisitions where PO/WO is prepared and items have not been received at site beyond the lead time:

Req No.	Req Date	Serial no of item in Req.	Item Description	Details of discussion with supplier$
184324	30-06-22	1	Gate lights	Material Not Available
184372	28-07-22	1-3	Ultra Sprinkle HL, Luna DK & HL	Material Available Delivered by Tuesday
184404	15-07-22	1-5	Ultra Sprinkle DK,HL, Malaysian brown DK & HL and Jaipur panna	Material Available Delivered by Tuesday
184405	15-07-22	1-2	Ultra Sprinkle DK & HL	Material Available Delivered by Tuesday
184406	15-07-22	1-8	Wall & Floor tiles	Material Available Delivered by Tuesday
184410	18-07-22	1-8	Malaysian brown DK & HL	Material Available Delivered by Tuesday
184420	19-07-22	1	Printer cable	Local purchase
184463	01-08-22	1	Crack fill chemical	Material Available Delivered by Monday
184485	08-08-22	1-5	Ultra Sprinkle DK,HL, Malaysian brown DK & HL	Material Available Delivered by Tuesday
184489	10-08-22	1-3	Electrical copper wire yellow colour1sqmmX 90m & Blue colour 4sqmmx90m & Black colour 4sqmmx90m	Material Available Delivered by Monday
184494	20-08-22	1-2	Tiles Country chocolet & Crema marfil pending	Material Available Delivered by Tuesday
184495	20-08-22	1-6	Ceramic tiles Luna DK&HL&LT and Ultra sprinkle HL&LT&DK pending	Material Available Delivered by Tuesday
184507	17-08-22	1-3	CP Sink cock with swivel spout	Material Not Available
184512	17-08-22	1-8	Electrical conducting material	Material Available Delivered by Monday
184514	17-08-22	1-8	Electrical conducting material	Material Available Delivered by Monday
184522	19-08-22	1-4	Vertified tiles	Material Available Delivered by Tuesday
184523	22-08-22	1-26	CPVC material & water tank	Material Available Delivered by Monday
184535	23-08-22	1-2	Test Apparatus Slump cone & Cube testing moulds	Material Not Available

184536	23-08-22	1	SS screws Half thread 100X8 MM	Material Not Available
184537	23-08-22	1-26	Plumbing PVC single socket pipe& Coupling & door tee material	Material Not Available
184538	23-08-22	1-26	Plumbing PVC single socket pipe& Coupling & door tee material	Material Not Available
184539	23-08-22	1-26	Plumbing PVC single socket pipe& Coupling & door tee material	Material Not Available
184545	24-08-22	1-13	Electrical wires	Material Available Delivered by Monday
184546	23-08-22	1-14	CP Wall mixture & Short body & CP Sink cock with swivel spout	Material Available Delivered by Monday
184547	23-08-22	1-9	Sanitary material	Material Not Available
184549	24-08-22	1	Electrical Led Bulb	Material Available Delivered by Monday
184552	29-08-22	1	Anchor Bolt pin type 6x50mm	Material Available Delivered by Monday
184558	29-08-22	1-4	PVC Plumbing Misc	Material Available Delivered by Monday
184559	29-08-22	1-3	Enamel Paints	Material Available Delivered by Monday
184563	30-08-22	1-9	Panel Doors	Material Available Delivered by Monday

No. of gate passes issued this week:	4	From No.	6808	To No.	6811
Delivery van site visit on:1	30-08-22,01-09-22,02-09-22,03-09-22				
Inward report (MRN/other) & stock report emailed in pdf format to purchase?			Yes		
Items not ordered but received:					
Other corrections & remarks:					
Details of steel & cement stock					

Sl. No	Tor size	Wt per mtr. - kgs	Wt. for 12 mtr rod – kgs	Stock at site – no of rods	Stock at site in Kgs	Previous stock in Kgs
1.	8mm	.395	4.74	-	-	
2.	10mm	.617	7.404	-	-	
3.	12mm	.89	10.68	-	-	
4.	16mm	1.58	18.96	-	-	
5.	20mm	2.47	29.64	-	-	
6.	25mm	3.86	46.32	-	-	
7.	32mm	6.32	75.84	-	-	
8.	Binding wire	-		Nill	Nill	Nill

OPC stock	Nill	OPC last weeks stock	Nill	PPC/PSC stock	500	PPC/PSC last weeks stock	98

Details	Project Manager	Admin Officer/Manager	Admin Audit
Sign			
Date	03-09-2022	03-09-2022	

Notes: 1. * Send a copy of the missing requisitions to Purchase immediately. 2. Send this report to purchase@modiproperties.com, ashaiya@modiproperties.com and rajkumarn@modiproperties.com on every Saturday. 3. Admin offices shall not leave the site without ompleting this report. 4. Ensure that inward numbers are written on the Requisitions, clearly showing the items not received on a daily basis. 5. Mention PO & MRN no. on DCs / bills. 6. Report to be signed by Admin manager & Project manager at site and filed at site. 7. #Suggested remarks – For technical details from site, For negotiations/quotations, Local purchase, For MDs approval/input, 8. $ Suggested remarks - Ready with supplier, Supplier not contacted, Supplier not reachable, Material in transit, WO - under fabrication, WO - material for fabrication not received, WO - material received fabrication not started, Delivery van delay, Delay by purchase assistant, Supplier arranging for material, 9. Purchase to send reply to this report within one week. 10. Follow up for WO is the

Remarks from site on the 'Requisition by Site Report' of purchase division

Company:	MHPLSOV	Date:	03-09-2022
Site:	Silver Oak Villas part-III	Prepared by:	K.Tulasi Rani
Report From / To	26-08-2022 to 03-09-2022(fri to sat)	Approved by:	K Purshotham
Report Date	03-09-2022		

List of requisitions numbers missing in the report*:

List of requisitions where PO/WO not prepared 3 working days after requisition:

Req No.	Req Date	Serial no of item in Req	Item Description	Reason for not preparing PO/WO#

List of requisitions where PO/WO is prepared and items have not been received at site beyond the lead time:

Req No.	Req Date	Serial no of item in Req.	Item Description	Details of discussion with supplier$
184270	02-08-22	1	Guard alert siren	He Received wrong po and after payment he will delivered the material

No. of gate passes issued this week:	Nil	From No.	Nil	To No.	Nil
Delivery van site visit on:	02-09-22				
Inward report (MRN/other) & stock report emailed in pdf format to purchase?	Yes				

sItems not ordered but received:

Other corrections & remarks:

Details of steel & cement stock

Sl. No	Tor size	Wt per mtr. - kgs	Wt. for 12 mtr rod – kgs	Stock at site – no of rods	Stock at site in Kgs	Previous stock in Kgs
1.	8mm	.395	4.74	156	500	
2.	10mm	.617	7.404	-	-	
3.	12mm	.89	10.68	47	501	
4.	16mm	1.58	18.96	-	-	
5.	20mm	2.47	29.64	-	-	
6.	25mm	3.86	46.32	-	-	
7.	32mm	6.32	75.84	-	-	
8.	Binding wire	-		Nill	Nill	Nill

OPC stock	Nill	OPC last weeks stock	Nill	PPC/PSC stock	-	PPC/PSC last weeks stock	-

Details	Project Manager	Admin Officer/Manager	Admin Audit
Sign			
Date	03-09-2022	03-09-2022	

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Remarks from site on the 'Requisition by Site Report' of purchase division

Company:	Silver Oak welfare association	Date:	03-09-2022
Site:	Silver Oak Villas	Prepared by:	K.Tulasi Rani
Report From / To	26-08-2022 to 03-09-2022(fri to sat)	Approved by:	K Purshotham
Report Date	03-09-2022		

List of requisitions numbers missing in the report*:

List of requisitions where PO/WO not prepared 3 working days after requisition:

Req No.	Req Date	Serial no of item in Req	Item Description	Reason for not preparing PO/WO#
-	-	-	-	-

List of requisitions where PO/WO is prepared and items have not been received at site beyond the lead time:

Req No.	Req Date	Serial no of item in Req.	Item Description	Details of discussion with supplier$
-	-	-	-	-

No. of gate passes issued this week:	Nil	From No.	Nil	To No.	Nil
Delivery van site visit on:1	Nill				
Inward report (MRN/other) & stock report emailed in pdf format to purchase?					Yes

Items not ordered but received:

Other corrections & remarks:

Details of steel & cement stock

Sl. No	Tor size	Wt per mtr. - kgs	Wt. for 12 mtr rod – kgs	Stock at site – no of rods	Stock at site in Kgs	Previous stock in Kgs
1.	8mm	.395	4.74	-	-	
2.	10mm	.617	7.404	-	-	
3.	12mm	.89	10.68	-	-	
4.	16mm	1.58	18.96	-	-	
5.	20mm	2.47	29.64	-	-	
6.	25mm	3.86	46.32	-	-	
7.	32mm	6.32	75.84	-	-	
8.	Binding wire	-		Nill	Nill	Nill

OPC stock	Nill	OPC last weeks stock	Nill	PPC/PSC stock	Nill	PPC/PSC last weeks stock	Nill

Details	Project Manager	Admin Officer/Manager	Admin Audit
Sign			
Date	03-09-2022	03-09-2022	

Notes: 1. * Send a copy of the missing requisitions to Purchase immediately. 2. Send this report to purchase@modiproperties.com, ashaiya@modiproperties.com and rajkumarn@modiproperties.com on every Saturday. 3. Admin offices shall not leave the site without ompleting this report. 4. Ensure that inward numbers are written on the Requisitions, clearly showing the items not received on a daily basis. 5. Mention PO & MRN no. on DCs / bills. 6. Report to be signed by Admin manager & Project manager at site and filed at site. 7. #Suggested remarks – For technical details from site, For negotiations/quotations, Local purchase, For MDs approval/input, 8. $ Suggested remarks - Ready with supplier, Supplier not contacted, Supplier not reachable, Material in transit, WO - under fabrication, WO - material for fabrication not received, WO - material received fabrication not started, Delivery van delay, Delay by purchase assistant, Supplier arranging for material, 9. Purchase to send reply to this report within one week. 10. Follow up for WO is the responsibility of engineers at site – purchase to write 'NA' in reply to this report. 11. Admin officers/managers must call all suppliers on a daily basis for follow-up – DO NOT CALL PURCHASE!